



THE CITY OF SAN DIEGO

BOARD OF LIBRARY COMMISSIONERS

Members

Abby Weiss, Chair

Ileana Ovalle Engel • Ann Haddad • Katherine Nakamura • Wendy Urushima-Conn • Sarah White • Alan Ziegaus

MINUTES

BOARD OF LIBRARY COMMISSIONERS

SAN DIEGO PUBLIC LIBRARY

Wednesday, January 6, 2016

ATTENDANCE

Commissioners:

Present: Abby Weiss, Ileana Ovalle Engel, Ann Haddad, Katherine Nakamura, Wendy Urushima-Conn

Absent: Sarah White, Alan Ziegaus

Staff: Misty Jones, Library Director; Bob Cronk, Deputy Director, Public Services; Nicole Spriggs, Executive Assistant; Jay Hill, Chief Operating Officer, San Diego Public Library Foundation; Charlie Goldberg, Marketing Director, San Diego Public Library Foundation; Cynthia Meinhardt, Project Officer II, Engineering and Capital Projects, Public Works Department

Public: Joan Curry, Cindy Olmstead, Amber Mauer, Marshall Anderson

CALL TO ORDER

Meeting was called to order by Commissioner Weiss at 12:36 p.m. in the Sullivan Commission Room.

REQUESTS FOR CONTINUANCE

None.

NON-AGENDA PUBLIC COMMENT

None.

REPORT FROM THE FRIENDS OF THE LIBRARY: Joan Curry

The members of the Executive Board of the Friends of the San Diego Public Library held its Holiday Luncheon on Thursday, December 3, 2015 at the College/Rolando Branch Library Meeting Room. Approximately 40 people attended this event. The December Power Book Sale yielded over \$3,000. This amount does not include the purchases charged. Some of the money loaned by the Friends to the Library Shop approximately 2 years ago is in the process of being repaid. Ann McDonald, the immediate Past President of the Friends, is chairing the committee that decided how much money would be returned to each of the branches. All of the branches will receive some money. Checks will be issued to the branches this month.

The Essay Contest is now in its “reading stage”. All essays were due by December 18, 2015 and were turned into the branch libraries. Each branch has its own committee to read and rank the essays. School winners will be announced in the spring at branch libraries. Grand prize winners at each level will be announced during a ceremony to be held in late spring at the Balboa Park Club.

LIBRARY FOUNDATION UPDATE: Jay Hill and Charlie Goldberg

Jay Hill introduced Cindy Olmstead, Vice President of the Foundation Board. He also acknowledged and thanked the Board of Library Commissioners and Friends of the Library for supporting the Mayor’s State of the City Reception being held on January 14, 2016 at 4:30 p.m. at the US Grant Grill. The Board of Commissioners were also acknowledged for their participation in the Community Relations process, meeting with the Council offices, IBA and the Mayor’s office. Jay Hill noted that Marshall Anderson, Mayor’s Policy Advisor, has been a great contact in working with key donors to leverage private funding along with some funding that the City might have for competitive grants. This is the first year that budget meetings with the Mayor’s office were held before the budget was released. Jay Hill acknowledged Cindy Olmstead who led the Foundation strategic plan process. This is the first time the Foundation has had a multi-year strategic plan. The Foundation has just completed the year-end period and the Friends of the Library were acknowledged for their assistance in setting a new record for “Contributing to the Library 2015”. The partnership with the Friends is as strong as it’s ever been. For the first time, the Foundation received two seven figure gifts since the Capital Campaign in 2015. One gift was the new Teen Center at Valencia Park/Malcolm X Branch Library, the other gift was to help move the San Ysidro Branch Library project forward. The Foundation funded program “Career Online High School” has been a huge success and the Library Foundation is excited to work with other initiatives that the Library is going to be moving forward that will increase literacy efforts and expand technology throughout the region.

Charlie Goldberg mentioned that the year-end process was a very busy time for the Library Foundation. Since year-end they are still processing gifts.

AGENDA ITEMS

- a. Report on Library Construction Projects by Cynthia Meinhardt (Discussion Item)
 - Skyline Hills Branch Library: Construction is 25% complete. The installation of building underground utilities, concrete slab on grade and building columns are complete and the installation of building wall and roof framing is in progress.

- San Ysidro Branch Library: A PA2625 routing for approval to award a contract to DAVY Architecture for preparation of the performance specifications and environmental documents. On December 31, 2015, a Request for Qualifications (SOQ) to shortlist the most highly qualified Design Builders was advertised. The SOQ due date is February 4, 2016. \$1.15M in Development Impact Fees and \$1.5M in donations were encumbered for the project.
- Mission Hills-Hillcrest Branch Library: The architect is completing the revised bridging document plans and specifications this week. We will advertise the Request for Proposals to the shortlisted Design Build teams this month with proposals due in February.
- San Carlos Branch Library: The consultant agreement with Domusstudio Architects for the project design was approved and we are initiating the program development phase of the work.

b. Update from the Library Director (Discussion Item)

- Ms. Jones gave an overview of various central/branch library programs for the month of January. *Behind The Scenes Off-Broadway* will be held on January 20, 2016 from 5:30 p.m. – 6:30 p.m. at San Diego Central Library @ Joan A Irwin Jacobs Common: Neil Morgan Auditorium; *Oasis: Outdoors in San Diego* will be taking place on January 27, 2016 from 1:30 p.m. – 2:45 p.m. at the Rancho Bernardo Branch Library. This program will enhance awareness of open space opportunities and address further needs of the growing population in San Diego County. *The Art of Cartooning* will be held on January 29, 2016 from 4:00 p.m. – 5:00 p.m. at the Carmel Mountain Ranch Branch Library. Learn how to draw your favorite characters. *A Fix-it Clinic* will be held at the San Diego Central Library @ Joan A Irwin Jacobs Common: Neil Morgan Auditorium on January 9, 2016 from 2:00 p.m. – 4:00 p.m. Bring your broken, non-functioning electronics, appliances, computers, toys, bicycles, etc. for assessment, disassembly, and possible repair. *Cooking with Conviction! Jail House Cuisine with Louise Mathews* will be taking place on January 16, 2016 at 2:00 p.m. at the La Jolla/Riford Branch Library. This program will safely take you behind bars, amuse you with unusual stories and experience some delicious food, all without being strip searched. *Bibliocore* launched on December 14, 2015. This new online catalog offers many features, such as, allowing you to create and share lists, etc.
- The Valencia Park/Malcolm X Branch Library will be celebrating their 25th Anniversary on January 8, 2016. The Teen Center is underway and should be open by the summer of 2016. State of the City Address will be held on January 14, 2016 from 6:00 p.m.-7:00 p.m. at the Balboa Theater. The 2nd Annual Career Online High School Graduation will be taking place on February 3, 2016 from 5:30 p.m. – 7:00 p.m. at San Diego Central Library @ Joan A Irwin Jacobs Common: Shiley Special Events Suite.
- Commissioner Weiss noted that the next Commission meeting on February 3, 2016 will be a planning session from 9:30 a.m. – 2:00 p.m. This meeting will be open to the public and the agenda discussion items will be provided by the planning session facilitator, Cindy Olmstead. During this planning session, Commissioners will review the Library Foundations' strategic

plan, the Library's tactical plan, and the Library website to review the Mission. Commissioner Weiss thanked Marshall Anderson, Mayor's Policy Advisor, for working with the Board of Library Commissioners to relay community information between the Mayor's office and the Board of Library Commissioners.

- Ms. Jones distributed a benchmark report was distributed listing data showing how San Diego Public Library is doing compared to other urban libraries in West Coast California. It provides data for various libraries; population served, how many branches, materials budget, programs, etc.
 - Commissioner Nakamura suggested a benchmark report comparing San Diego Public Library to other comparable sized cities such as Chicago, Denver, etc.
- Ms. Jones reported that the Budget asks for fiscal year 2017 are due on January 8, 2016. The Library was given guidelines to limit asks to 3% of the entire budget, which is approximately 1.5 million. The Library was also asked to come up with efficiencies, some things may need to be streamlined. The Library will be asking for more funds for the Do Your Homework @ the Library program. There has been an enormous increase in participation for this program. Staffing for the Valencia Park/Malcolm X Teen Center will be added in the budget asks as well. Other budget asks include training and development funds, additional staff support for capital improvement projects, an Education and Community Engagement Librarian, additional Youth Service Librarians and some facility positions.
- Ms. Jones discussed efficiencies that the Library will be putting in place. The Library just entered into a contract with CENIC, an education network that provides broadband for public schools and universities in CA. This partnership will decrease our broadband costs for the San Diego Public Library @ Joan A Irwin Jacobs Common. Also, the amount of printing and mailings will be decreased, saving funds on copying and postage. Communication with patrons regarding holds, etc. will be done through email rather than mailers. The Library will be trying to eliminate the restock fee that is currently in place.
- Ms. Jones noted the *First Folio! The Book that Gave Us Shakespeare* will be at the San Diego Central Library @ Joan A Irwin Jacobs Common: Art Gallery from June 4, 2016 - July 7, 2016. A draft of the programs scheduled for this exhibit was distributed.

APPROVAL OF MINUTES

Correction to December 2015 Minutes:

- **ADJOURNMENT SECTION**

Commissioner Weiss adjourned the meeting at 1:43 p.m. not Ms. Jones.

The December 2, 2015 minutes were approved unanimously.

COMMISSIONER COMMENT

Commissioner Weiss thanked all the Commissioners for supporting the Library Foundation and the Friends of the Library with the Mayor's State of the City Address Reception, which will be held prior to the Mayor's State of the City Address on January 14, 2016.

OTHER BUSINESS

The next Board of Library Commissioners meeting will be a planning session. It will be held on Wednesday, February 3, 2016, at the San Diego Central Library @ Joan A Irwin Jacobs Common in the Sullivan Commission Room on the 9th Floor from 9:30 a.m. – 2:00 p.m.

ADJOURNMENT

Commissioner Weiss adjourned the meeting at 1:34 p.m.

A handwritten signature in black ink that reads "Misty Jones". The signature is written in a cursive, flowing style.

MISTY JONES
Library Director
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